



PRISM

Project Registry for Integration
Services Management

www.prism-molise.it

INFORMATION SHEET

JOB

JOB PORTALS

DESCRIPTION

- ✓ INFOJOBS, one of the most reliable job search websites in Italy. It allows you to search through thousands of job advertisements and apply for job offers of interest. It is a digital platform designed both as a support to companies looking for employees and as a service for those looking for work, providing candidates with the widest collection of job offers and a system of filters able to select the most suitable ones to their needs on the basis of: professional category and sector, years of experience, skills and geographical area.
- ✓ INDEED, a search engine that allows you to find job advertisements published on the Net by other websites used for this purpose, newspapers, associations and company pages for career opportunities. It is used for free and requires registration to send the CV.
- ✓ LINKEDIN, a social network dedicated to the professional world that is not included in the category of job search websites but can be very useful for discovering new career opportunities, keeping in touch with the colleagues and establishing new relationships with other users. It also provides a special function dedicated to the search for job advertisements and the possibility of put in evidence one's profile in such a way as to be noticed by any companies interested in finding new professional figures.
- ✓ GENERIC JOB SEARCH WEBSITES can be equally useful for looking for work. Many companies, but especially many private bodies, looking for employees, have the habit of publishing their career opportunity announcements on such platforms. The most used portals are **subito**, **kijiji**, and **bakeca**.

ACCESS MODE

On the job portals (Infojobs, Indeed, subito, kijiji, bakeca...) it is possible to evaluate job offers by selecting the category and region/province of interest using the filter system. To apply for a job offer you must register and access the portals with your credentials (e-mail and password).

To open an account on LinkedIn you just need to go to the site and fill out the form after clicking on the "Sign up" button. Once you have entered a valid e-mail address and password, you will have access to the profile interface to be filled in the various fields. It is important to fill all the fields with as much detail as possible, that it is to say with the current job title and the summary, which is a presentation of who you are and what you do and what areas you know, therefore with a list of all work experiences. After these steps, you can start sending the contact request to all those you know through the "Search" button or by importing the names from your address book. Finally, it is essential to dedicate oneself to the updates of the activities, to create posts consistent with one's own experiential know-how, give

likes to or share interesting posts of others. All this virtuous circle, activated with constancy, will be fundamental for personal positioning in a view of personal branding.

WEBSITES

<https://www.infojobs.it/>
<https://it.indeed.com/>
<https://linkedin.com>
<https://subito.it/>
<https://kijiji.it/>
<https://bakeca.it/>